

**Job Title** Natural Resources Aide – Fisheries

**Auto req ID**

**Location** Statewide

**Department** 542-Natural Resources

**Salary Minimum** \$10.02/hr.

**Salary Maximum** \$11.02/hr.

**Job Description** **Natural Resource Aides in the Fisheries Bureau perform a variety of duties.** Natural Resource Aides typically work a 40 hour week and may be required to work weekends, holidays, nights, and evenings. The exact schedule varies by location and is assigned by the individual supervisor. Most positions require being outdoors in all types of weather and may require travel overnight. *This position announcement covers multiple openings across the state of Iowa. Be sure to note the counties where specific openings occur (listed in the additional qualifications section below), and apply specifically for the jobs and counties where you are able to work. Housing is generally not provided at any of these work locations.*

The dates of employment vary with each position. Summer-only positions typically run three months from mid-May through mid-August, depending upon college semester dates. Longer term positions vary greatly in duration, some starting as early as March and lasting until mid-October or later. *The specific dates of employment for each position are listed in the additional qualifications section below. Be sure to note on your application the earliest and latest date which you can work, and apply specifically for positions for which you can work the entire period listed for that position.*

Depending upon availability, positions may be open in any or all of the following sections:

**FISHERIES RESEARCH:** Assist a biologist and/or technician in collecting information about special projects dealing with Iowa's fish populations and waters, which may include conducting creel surveys (angler interviews), collecting and analyzing water quality data, performing fish population evaluations using a variety of gear types including fyke nets, gill nets, and electroshocking equipment, or working in a laboratory environment observing and monitoring experiments. May be required to enter and analyze data using computer software, answer questions and interact with the public, and operate outboard motors using safe boating practices.

**FISHERIES MANAGEMENT:** Assist a biologist and/or technician with the duties of managing lakes, rivers and streams within a multiple-county district, which includes conducting population surveys using a variety of gear including fyke nets, hoop nets, electroshocking, gill nets, trawls, and seines. Stocking of hatchery fish into desired waters and transporting fish to a final destination may be done throughout the summer. Duties may also include conducting statewide surveys, fishing clinics, creel surveys (angler interviews), and boater interviews regarding aquatic nuisance species and educating the public about the need to prevent the spread of non-native flora and fauna. Travel may be statewide as well as within the confines of the assigned district.

**FISH CULTURE:** Assist a biologist and/or technicians in the daily care and rearing of a variety of fish species that will be stocked into Iowa's waters. Duties can include spawning of adult fish, feeding, measuring growth,

observing behavior of juvenile fish, daily cleaning of rearing units, and collecting forage for use as fish food. Daily data is collected and entered into spreadsheets that calculate growth and adjust feed amounts. Assist with harvest and distribution of species as requested by fisheries management, answer questions and give tours to the public as needed, and assist with collecting fish for aquarium displays in various locations and the Iowa State Fair.

A more complete description of the general duties of a Natural Resources Aide is available from the Department of Administrative Services at [www.das.hre.iowa.gov/state\\_jobs.html](http://www.das.hre.iowa.gov/state_jobs.html). A short description of each position listed in the Additional Qualifications section is available at [www.iowadnr.gov/fish/programs/fish\\_job2.pdf](http://www.iowadnr.gov/fish/programs/fish_job2.pdf)

**Minimum  
Qualifications**

- Must be available for all interviews and training as required
- Must have a valid motor vehicle operator's license
- Must be a minimum of 18 years of age
- Graduated from or currently enrolled in or on break between semesters of college or having a keen interest in a biological, conservation or environmental science program, or about to enter first semester of college from high school
- Able to work alone, with the public, in all conditions, on weekends, holidays, nights, and evenings as required.
- Able to withstand physically demanding work, including lifting, bending, or hauling
- Work with minimal supervision, demonstrate responsible behavior and attention to detail
- Follow policy and cooperate with supervisors and co-workers

For additional ways to qualify, please click on this [link to view the job description](#) and minimum qualifications.

**Additional  
Qualifications**

**Locations:**

The following are POSSIBLE locations of employment, but not all positions are open every year. Dates shown are approximate, within 1 week of actual appointment periods.

**FISHERIES RESEARCH POSITIONS**

Bellevue Fisheries Station, Jackson Co., 4/15 – 10/15; **2 positions**  
Chariton Research Station, Lucas Co., 5/15 – 8/15; **1 position**  
Cold Springs Research Unit, Cass Co., 5/15 – 11/15; **1 position**  
Manchester Research Unit, Delaware Co., 3/1 – 12/15; **1 position**  
Spirit Lake Research Unit, Dickinson Co., 4/15 – 10/15; **1 position**

**FISH CULTURE POSITIONS**

Big Spring Hatchery, Clayton Co., 5/15 – 8/15; **1 position**  
Decorah Fish Hatchery, Winneshiek Co., 3/27 – 11/6; **1 position**  
Fairport Fish Hatchery, Muscatine Co., 5/15 – 8/15; **1 position**  
Fairport Fish Hatchery, Muscatine Co., 4/8 – 10/18, part time following 10/18; **1 position**  
Rathbun Fish Hatchery, Appanoose Co., 5/15 – 8/15; **2 positions**  
Rathbun Fish Hatchery, Appanoose Co., 4/15 – 10/15; **1 position**  
Rathbun Research Unit, Appanoose Co., 5/15 – 8/15; **1 position**  
Rathbun Research Unit, Appanoose Co., 4/15 – 10/15; **1 position**  
Spirit Lake Fish Hatchery, Dickinson Co., 3/27 – 10/15; **2 positions**

### **FISHERIES MANAGEMENT POSITIONS**

Bellevue LTRM Station, Jackson Co., 6/15 – 8/15 – **1 position**  
Bellevue LTRM Station, Jackson Co., 5/15 – 8/15; **1 position**  
Bellevue LTRM Station, Jackson Co., 5/15 – 11/15; **1 position**  
Bellevue Management Station, Jackson Co., 4/15 – 10/15; **1 position**  
Black Hawk Management Unit, Sac Co., 5/15 – 8/15; **1 position**  
Boone ANS Unit, Boone Co., 5/15 – 8/15; **2 positions Boone ANS; 13 positions at the following management stations: Spirit Lake, Clear Lake, Black Hawk, Manchester, Cold Springs, Mt. Ayr, Boone, Lake MacBride, Lake Darling, Rathbun, Guttenberg, Bellevue, Fairport**  
Boone Management Unit, Boone Co., 4/1 – 10/15; **1 position**  
Clear Lake Management Unit, Cerro Gordo Co., 5/15 – 8/15; **1 position**  
Cold Springs Management Unit, Cass Co., 4/15 – 10/15; **1 position**  
Decorah Management Unit, Winneshiek Co., 3/17 – 11/14; **1 position**  
Decorah Management Unit, Winneshiek Co., 3/31 – 10/17; **1 position**  
Fairport Management Unit, Muscatine Co., 5/15 – 8/15; **1 position**  
Guttenberg Fisheries Station, Clayton Co., 3/15 – 11/15; **1 position**  
Guttenberg Fisheries Station, Clayton Co., 4/15 – 10/15; **1 position**  
Lake Darling Management, Washington Co. 5/15 – 8/15; **1 position**  
Lake MacBride Management, Johnson Co., 5/15 – 8/15; **1 position**  
Manchester Management Unit, Delaware Co., 3/1 – 10/15; **1 position**  
Manchester Management Unit, Delaware Co., 5/15 – 8/15; **1 position**  
Missouri River Management, Monona Co., 4/1 – 10/31; **1 position**  
Mt. Ayr Management, Ringgold Co., 4/15 – 10/15; **1 position**  
Rathbun Management Unit, Appanoose Co., 4/1 – 10/1; **1 position**  
Spirit Lake Management Unit, Dickinson Co., 5/15 – 8/15; **1 position**  
Storm Lake Creel, Buena Vista Co., 4/1 – 10/1; **1 position**

**Post Close Date** 01/23/2009

**To Apply:** To receive full consideration, you **MUST** submit a copy of your college transcripts (DOES NOT HAVE TO BE A CERTIFIED COPY) to the following address:

IOWA DEPARTMENT OF NATURAL RESOURCES  
ATTN: DONNA HANEN MUHM  
SPIRIT LAKE FISH HATCHERY  
SPIRIT LAKE IA 51360

Also, you must submit a completed Iowa Department of Administrative Services - Human Resources Enterprise (DAS-HRE) application form by the closing date. To complete an electronic application form, click on "Apply for Job Vacancy(s)" button. You may also mail an application form to: Iowa Department of Administrative Services - Human Resources Enterprise, Hoover State Office Building, 1305 East Walnut, Des Moines, IA 50319-0150 or fax your application to (515) 281-7970.